

ADMINISTRATIVE - INTERNAL USE ONLY

OIT-0904-88

14 SEP 1988

MEMORANDUM FOR: Director of Foreign Broadcast  
Information Service

FROM: [REDACTED]  
Director of Information Technology

STAT

SUBJECT: [REDACTED]

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1. OIT would like to request the temporary services of [REDACTED] independent contractor with FBIS. Recently, one of OIT's Contract Team secretaries was absent from work for an extended period of time due to injuries sustained in a serious automobile accident. In order to catch up on the backlog of work, OIT would like to have [REDACTED] assist us.

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2. If approved, we would like to have [REDACTED] work for OIT for 3 months, approximately 12 hours per week to commence as soon as possible. Fees incurred for this task will be charged to OIT. OIT would be appreciative of your assistance and support in this matter.

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APPROVED:

[REDACTED]

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12 OCT 1988

Director of Foreign Broadcast Information Service

Date

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